

EXECUTIVE SECRETARIAT
ROUTING SLIP

| TO: | | ACTION | INFO | DATE | INITIAL |
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| 1 | DCI | | X | | |
| 2 | DDCI | | X | | |
| 3 | EXDIR | | X | | |
| 4 | D/ICS | | | | |
| 5 | DDI | | | | |
| 6 | DDA | X | | | |
| 7 | DDO | | | | |
| 8 | DDS&T | | | | |
| 9 | Chm/NIC | | | | |
| 10 | GC | | X | | |
| 11 | IG | | | | |
| 12 | Compt | | | | |
| 13 | D/OCA | | | | |
| 14 | D/PAO | | | | |
| 15 | D/PERS | | X | | |
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| | | SUSPENSE <u>18 Sep 87</u> Date | | | |

Remarks To # 6: For appropriate coordination and please have response prepared for DCI signature.

U
Executive Secretary
28 Aug '87
Date



U.S. Department of Justice

Executive Registry

87-3156X

United States Attorney
District of Columbia

Judiciary Center

555 Fourth St. N.W.

Washington, D.C. 20001

August 21, 1987

The Honorable William H. Webster
Director
Central Intelligence Agency
Washington, D.C. 20505

Bill
Dear Judge Webster:

The purpose of this letter is to invite you to consider having one or more of the attorneys under your supervision participate in this Office's Special Assistant United States Attorney Program. Special Assistants are detailed to this Office by other Federal agencies for periods of four to six months, depending on the needs of the sponsoring agency. During that time, they remain on the sponsoring agency's payroll. Formerly limited to Justice Department Attorneys, our Specials Program now includes attorneys from many federal agencies. This expansion of the Program was prompted in part by a desire to accommodate the great interest in the Program which has been expressed by other agencies.

From time to time, I take the liberty of reminding Department and Agency heads of the availability of the Specials Program and of its value to the sponsoring organizations and the attorneys involved. I write now for that reason and because of an exceptional need which this Office now has for qualified Special Assistants. Since last Fall, the Metropolitan Police Department's Operation Clean Sweep has led to an unprecedented increase in the volume of drug prosecutions. There has been no corresponding increase in our attorney staff. This has created an unusual need for Special Assistants and an unusual opportunity for Specials to obtain litigation experience.

Special Assistant United States Attorneys serve in the Misdemeanor Trial Section. That Section, staffed by approximately fourteen regular Assistant United States Attorneys and three supervisors, prosecutes in Superior Court all serious misdemeanor offenses under Title 22 of the District of Columbia Code. The charges most commonly prosecuted are, in addition to drug possession and distribution offenses, assault, attempted burglary, possession of weapons, and theft-related offenses.



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Special Assistants are provided with the same training, and are assigned the same duties, as regular Assistants. Their initial training involves two weeks of intensive instruction on trial advocacy, including a review of substantive law and procedure. Specials are assigned to represent the United States in jury and non-jury trials, probation revocation hearings, and in status, plea, and motions hearings. Other assignments include writing responses to defense motions and mediating citizens' disputes.

The Special Assistant United States Attorney Program has proven to be very attractive to participating agencies as an invaluable resource for litigation training and experience. The Program provides federal government lawyers with a unique professional opportunity that not only broadens and enriches individual development, but also makes them more valuable to their agencies. During a Special's four-month detail, he or she can expect to prosecute five to ten jury trials, twice that many non-jury trials, and to handle scores of other evidentiary and in-court hearings. Specials learn to work successfully with civilian witnesses, law enforcement personnel, and defense attorneys. They are required to exercise reasoned judgment through a rapid assessment of facts and analysis of law, and to give oral presentations to judges, jurors, colleagues and supervisors. As a result, the participating lawyer returns to the sponsoring agency with a wealth of experience.

Lawyers who participate in the Specials Program receive intensive training and close supervision during their first few jury trials. By the end of their assignment, Specials have garnered more litigation experience in a few months than most government lawyers get in years of service. Specials are also provided evaluations on a schedule and in a form desired by the sponsoring agency. We have been informed by countless alumni of the Program and by their agency supervisors that the Program significantly benefits both the attorney involved and the agency to which the attorney returns.

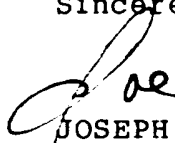
Many agencies have found that the Specials Program is an especially suitable assignment as a "rotation" available to Honors Program attorneys, although we welcome participation by other attorneys. Since our plans allow us to utilize up to 16 Special Assistants at a time, we usually welcome about four new Special Assistants each month.

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If you have any questions about this program, please do not hesitate to contact me or the Chief of the Misdemeanor Trial Section, Katherine Winfree. She may be reached at (202) 272-9719.

I thank you for your attention to this most important matter, and look forward to welcoming attorneys who participate in this program to a challenging and rewarding experience.

Sincerely,



JOSEPH E. DIGENOVA
United States Attorney

*Hope all is going well with you
at the Agency. God speed.*

